

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



March 2, 2004

REFUGEE COORDINATOR LETTER NO. 04-03

TO: COUNTY REFUGEE COORDINATORS

SUBJECT: DISCRETIONARY GRANT PROCESS DETERMINATION

In September and November of 2003, the Refugee Programs Bureau (RPB) requested input from the County Refugee Coordinators regarding the discretionary grant application process. The federal Office of Refugee Resettlement (ORR) has recently changed the process for submitting an application for Targeted Assistance Discretionary funding to a single state application. California will no longer be allowed to submit individual proposals from separate counties or organizations. In preparation for future discretionary grants, and based on input from the county refugee coordinators, the state will coordinate a single state application for future discretionary grant announcements as described below.

After an announcement for a discretionary funding opportunity is released by ORR, the RPB will solicit one proposal from each impacted county. The amount of funding that the RPB requests will take into consideration the amount available nationwide and the need expressed by the counties. Each impacted county will be allotted an equal amount proportionate to the amount awarded to California. For instance, if California is awarded \$900,000 and only nine counties have agreed to participate, each county would receive \$100,000. If the grant announcement targets a specific group, each impacted county will be allotted an amount using a specific methodology. For instance, the elder grant uses the total number of refugees over 60 years old in each county to determine the amount of funding each county receives.

This process change will only apply to discretionary grants that are non-continuation or are the first year of a continuation grant. Subsequent years of continuation grants will not be affected by this process as continuation funding is based on merit and performance, and amounts and participation are determined by ORR.

As each funding announcement is released by ORR, the RPB will transmit a copy of the announcement and specific guidelines to impacted counties to prepare their request to participate in the funding application. Only one proposal will be allowed from each impacted county. This will enable the counties to consult with their communities and coordinate services to be provided. If counties determine they are unable to participate in the application, that portion of the grant will be allocated evenly among the participating counties. The RPB will then compile the information received by the counties into a single state application.

This is an excellent opportunity to look closely at the needs in your communities and begin to prepare for future funding opportunities. You may wish to consult with your service providers to determine what services are needed or what services need enhancements in anticipation of future discretionary grants.

If you have any questions regarding this process, please contact Janet Sandlin at (916) 654-1246 or Camille Ancona of the Policy Unit at (916) 653-7785.

Sincerely,

Original signed by
Thuan Nguyen
On March 2, 2004

THUAN NGUYEN, Chief
Refugee Programs Bureau